

# **Pinelands Regional School District**

## **MONTHLY BOARD MEETING AGENDA**

**MONDAY, MAY 16, 2022**

**High School Media Center**

**Executive Session 5:30 pm ~ Regular Session 6:00 pm**

### **1. OPENING AND PLEDGE OF ALLEGIANCE**

### **2. RECOGNITION**

"This is to advise those present at this meeting of the Board of Education of the Pinelands Regional School District, in the County of Ocean, that adequate notice of this meeting was provided in accordance with the Open Public Meeting Act. The notice has been posted in the Board of Education Office, Junior High School and High School buildings. The notice was also mailed to the Press of Atlantic City and filed with the Municipal Clerks of Bass River Township, Eagleswood Township, Little Egg Harbor Township, and the Borough of Tuckerton."

### **3. ROLL CALL**

### **4. EXECUTIVE SESSION**

RESOLVED, that the Board of Education meet in closed session to discuss matters as listed below. Item(s) so discussed will be disclosed to the public providing it does not violate New Jersey statutes and regulations regarding disclosure of information affecting this matter.

- A. Attorney-Client Communications
- B. Personnel
- C. Legal Update

### **5. APPROVAL OF MINUTES**

- A. Open Sessions
  - 1. Regular Session - [April 26, 2022](#)
- B. Closed Sessions
  - 1. Executive Session - [April 26, 2022](#)

### **6. REPORT OF THE SUPERINTENDENT**

- A. Superintendent's Update
- B. [Monthly Attendance](#)
- C. [Monthly Discipline Report](#)
- D. [Security Drill Report](#)

### **7. PRESENTATIONS**

- A. Assistant Superintendent Report, Gina Frasca
- B. New Website App., G. Frasca
- C. 2022 Staff Recognition, G. Frasca

### **8. WORK SESSION**

- A. Board Forum
- B. New Business
- C. Old Business
  - o Giffords Mill Dam Update

### **9. RESIDENT'S FORUM - AGENDA ITEMS ONLY**

Board Policy #0167 encourages community participation in every meeting. However, the Board requests

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that the public respect a reasonable time limit when commenting on agenda items.

### 10. INSTRUCTIONAL

#### A. Policies

**RESOLVED** that the Board of Education approve the 1st Reading of the following **new** policie(s):

1. [Policy #1648.15](#) - Recordkeeping for Healthcare Settings in School Buildings - COVID 19
2. [Policy #2415.50](#) - Title I: School Parent and Family Engagement
3. [Policy #2416.01](#) - Postnatal Accommodations for Students

**RESOLVED** that the Board of Education approve adoption of the following policy revisions:

1. [Policy #2415.04](#) - Title I: District-Wide Parent and Family Engagement
2. [Policy #2417](#) - Student Intervention and Referral Services
3. [Policy #5512](#) - Harassment, Intimidation and Bullying
4. [Policy #7410](#) - Facilities Maintenance, Repair Scheduling and Accounting
5. [Policy #8420](#) - Emergency and Crisis Situations
6. [Policy #9320](#) - Cooperation with Law Enforcement Agencies

#### B. Grading Policy

**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools, accept the [SALT Committee Recommendation](#) to change our current policy into a regulation and adopt the StraussEsmay standard [Grading Systems Policy](#).

#### C. Harassment, Intimidation, Bullying

**RESOLVED** that the Board of Education affirm, reject or modify the Harassment, Intimidation, and Bullying report(s) as presented and discussed in Executive Session.

- Case 229103\_PRH\_03032022
- Case 229227\_PRJ\_03042022
- Case 229809\_PRJ\_03152022
- Case 230321\_PRJ\_03242022
- Case 230736\_PRH\_03312022
- Case 230737\_PRH\_03312022
- Case 230931\_PRH\_04052022

#### D. Homebound Instruction

**RESOLVED** that the Board of Education approve homebound/bedside instruction as follows:

Student ID	Instruction Provided By	Rate Per Hour	Start Date	End Date
13610001	Learnwell	\$53	4/13/22	4/24/22

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E. [Ocean County Health Department AlcoholEDU](#)

**RESOLVED** that the Board of Education approve the annual agreement between the Ocean County Health Department and Pinelands Regional High School for the implementation of AlcoholEdu (alcohol abuse prevention program for 9th grade students) for the 2022-2023 school year, as attached. There is no cost associated with this program.

F. [Out of District Placements](#)

**RESOLVED** that the Board of Education approve the following out of district placements for 2021-2022 School Year:

School	ID	Enrollment Date	ESY Tuition	Extra Services	Out of County Fee	21-22 Tuition	Total
Egg Harbor Township	14413547	4/4/22	-	-	-	\$4,620.54	\$4,620.54

G. [Field Trips](#)

**RESOLVED** that the Board of Education approve the following field trips for the 2021-2022 school year. ([Attachment 10G](#))

## 11. PERSONNEL

A. [Resignations/Retirements](#)

**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools approve the following.

1. [Shirley Baylor](#), HS Spec. Education Teacher, effective June 30, 2022 due to retirement. Ms. Baylor has 19 years of service.
2. [Carli Campoli](#), Paraprofessional, effective May 31, 2022 due to resignation.
3. [James Alletto](#), HS Science Teacher, effective June 30, 2022 due to retirement. Dr. Alletto has 19 years of service.

B. [Resignation/Reappointment](#)

**RESOLVED** that the Board of Education approve the resignation of Gennaro Balletta, FT Paraprofessional effective on May 16, 2022, to accept the position of F/T Registered Behavior Technician, District, on May 17, 2022 through June 30, 2022, \$35,000 (prorated) Non-bargaining. This is a new position based on IEP needs.

C. [New Hires](#)

**RESOLVED** that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools. Appointment(s) and salaries are contingent upon verified documentation and pending criminal history review.

1. Emp. 6005, Director of Special Education, \$140,000 PRIMO Guide, effective July 1,

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2022 through June 30, 2023. This is a tenured position and time accrued will go towards tenure.

D. Salary Adjustments/Amendments

**RESOLVED** that the Board of Education approved the following salary adjustments/amendments.

1. Trevor Nunn, Custodian, Jr. High School, Salary as follows: Step 7 of the PEA Guide \$27,300 + 2nd shift differential \$1,416 = \$28,716\*. This represents a correction in 2nd shift differential rate and total salary rate from the April 26, 2022 board agenda. \*Salary rate pending ratification of the collective bargaining agreement.
2. Robert Townsend, Custodian, as a result of transfer from night shift to day shift, effective June 27, 2022 through August 26, 2022, loss of 2nd shift differential pay \$1,416 for this time period.

E. Leave of Absence

**RESOLVED** that the Board of Education accept the following upon recommendation of the Superintendent of Schools:

1. Jessica Citron, HS Spec. Education Teacher, effective Sept. 6, 2022 through January 3, 2023 utilizing sick days and FMLA/FLA.

F. Transfers

**RESOLVED** that the Board of Education approve the following transfers as indicated:

1. Ryan Anderson, Paraprofessional, from High School to Jr. High School

G. Reappointments

**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools reappoint staff as follows for fiscal year ending June 30, 2023. Salaries are pending ratification of collective bargaining agreements.

1. P.E.A. 10-Month Support Staff (Clerical) - [Exhibit G1](#)
2. P.E.A. 12-Month Support Staff (Clerical) - [Exhibit G2](#)
3. Buildings and Grounds Staff - [Exhibit G3](#)

H. Reappointments - Non-Bargaining Staff/SBYS Staff

**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools reappoint staff as follows for fiscal year ending June 30, 2023.

1. Non-Bargaining Staff - [Exhibit H1](#)
2. School Based Youth Services Staff - [Exhibit H2](#)

I. Substitute Pay Rates

**RESOLVED** that the Board of Education approve the following substitute pay rates for fiscal year ending June 30, 2023.

- A. Substitute Teacher - \$125 per day
- B. Substitute Clerical - \$14 per hour
- C. Substitute Custodian - \$14 per hour
- D. Substitute Maintenance - \$14 per hour

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- E. Substitute Nurse - \$300 per day
- F. Long-Term Substitute Teacher - \$150 per day
- G. Long-Term Substitute Aide - \$85 per day
- H. Substitute Athletic Trainer - \$35 per hour
- I. Temp. Leave Replacement Teacher (Certificated) - will be paid BA Step 1\*, per diem rate, with no medical benefits up to 6 months. \*Rate is pending ratification of the collective bargaining agreement.

J. Substitutes

**RESOLVED** that the Board of Education approve the following substitutes for the 2021/2022 school year. Approval pending criminal history review and verification of required documents.

- 1. Danielle Nutt, Substitute Teacher, at \$125 per day
- 2. Christopher Lewis, Substitute Teacher, at \$125 per day
- 3. Christina Vanalesti, Substitute Teacher, at \$125 per day

K. Long-term Classroom Substitute

**RESOLVED** that the Board of Education approve the following long-term classroom substitute as indicated:

- 1. Nicole Ramirez, at \$150 per day, effective May 16, 2022 through June 30, 2022.

L. [Assistant Superintendent Contract](#)

**RESOLVED** that the Board of Education approve the submission of the Employment Contract between the Pinelands Reg. Board of Education and Ms. Gina M. Frasca, Asst. Superintendent, for the 2022-2023 School Year, effective July 1, 2022 through June 30, 2023.

M. Merit Goals - Superintendent

**RESOLVED** that the Board of Education accept that the Superintendent has achieved her Quantitative and Qualitative Goals for the 2021/2022 School Year.

N. ESSER Administrative Support Position

**RESOLVED** that the Board of Education approve the following ESSER II support position for the 2022/2023 SY as follows:

NAME	POSITION	STIPEND
Kelly Ramirez	Admin. Support	\$10,000

O. [Classroom Registered Behavior Technician Job Description](#)

**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools approve the job description for Classroom Registered Behavior Technician as attached.

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- P. [District Registered Behavior Technician Job Description Revision](#)  
**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools approve the job description for District Registered Behavior Technician as attached
- Q. [Assistant Business Administrator Job Description](#)  
**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools approve the job description for Assistant Business Administrator as attached.
- R. [Summer Work Hours - Maintenance and Custodial Staff](#)  
**RESOLVED** that the Board of Education approve summer working hours for the Maintenance and Custodial staff at four (4) days per week, either Monday through Thursday, or Tuesday through Friday, ten (10) hours per day, beginning on or about July 27, 2022 through August 26, 2022. Hours subject to change at any time due to operational need.
- S. [Ropes Course Staff](#)  
**RESOLVED** that the Board of Education approve the following certified Ropes Course staff at \$25 per hour for the fiscal year ending June 30, 2023.  
A. Sarah Ervin  
B. Alicia Herbert  
C. Michael Keller  
D. Daniel Mulligan
- T. [Summer Guidance Staff](#)  
**RESOLVED** that the Board of Education approve the following Summer Guidance Staff for Summer 2022. Salaries not to exceed \$35,000\*. \*Salary rate pending ratification of collective bargaining agreement.

LAST	FIRST	POSITION	PER DIEM*
Heinemann	Marla	Counselor	\$497.28*
Mooney	Kristen	Counselor	\$446.74*
Papernik	Christine	Counselor	\$479.35*
Raylman	Susan	Counselor	\$408.70*
Stewart	Patricia	Counselor	\$420.65*
Potopchuk	Kelli	Nurse	\$307.07*
Welsh	Caitlin	Nurse	\$323.37*
Baker	Emily	Nurse	\$296.20*

- U. [Extended School Year Staff](#)  
**RESOLVED** that the Board of Education approve staff for the Extended School Year program to run four (4) days per week, four (4) hours per day, pay as attached. Community Pathways Extended School Year to run four (4) days per week, six (6) hours per day. \*Hourly rate pending ratification of collective bargaining agreement.

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V. Child Study Team Summer 2022 Staff

**RESOLVED** that the Board of Education approve the following Child Study Team Staff for summer 2022 work as follows, not to exceed \$23,000 total. \*Salary pending ratification of the collective bargaining agreement.

LAST	FIRST	POSITION	PER DIEM*
Law	Rita	LDTC	\$363.59*
Wolfe	Sara	LDTC	\$442.39*
Carroll	Jennifer	School Psychologist	\$358.70*
Thompson	Michele	School Psychologist	\$423.91*
Calello	Christina	Social Worker	\$376.09*
Skipper	Cari-Lynn	Social Worker	\$425.00*

W. Summer 2022 IEP Meetings Staff

**RESOLVED** that the Board of Education approve the following staff to attend IEP meetings through August 31, 2022 as needed, at \$38\* per hour. \*Hourly rate pending ratification of the collective bargaining agreement.

Name	Certification	Rate
Kimberly Wyluda	Special Education Teacher	\$38/hour as needed
Kassie Chapter	Special Education Teacher	\$38/hour as needed
Danielle Goldberg	General & Special Education Teacher	\$38/hour as needed
Michele Maleski	General Education Teacher	\$38/hour as needed
Patricia Colman	General & Special Education Teacher	\$38/hour as needed
Nancy Mathis	General Education Teacher	\$38/hour as needed
Heather Constantino	General & Special Education Teacher	\$38/hour as needed
Jen Suralik Quintenz	General & Special Education Teacher	\$38/hour as needed

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Laura Calderon	Special Education Teacher	\$38/hour as needed
Nicole Johnson	Special Education Teacher	\$38/hour as needed
Jaime McKee	General & Special Education Teacher	\$38/hour as needed
Jill Flanagan	Special Education Teacher	\$38/hour as needed
Macie McGeehan	Special Education Teacher	\$38/hour as needed
Christina Sotak	Special Education Teacher	\$38/hour as needed
Denise Morrissey	Special Education Teacher	\$38/hour as needed
Amy Martelli	General Education Teacher	\$38/hour as needed
Alyson James	General Education Teacher	\$38/hour as needed
James Becker	General & Special Education Teacher	\$38/hour as needed

X. [ESSER Pinelands Summer Academy Staff](#)

RESOLVED that the Board of Education approve the Pinelands Summer Academy Staff paid for through the ESSER II Grant funds, \$38\* per hour, as attached, for Summer 2022.

\*Hourly rate pending ratification of the collective bargaining agreement.

Y. [Days Without Pay](#)

**RESOLVED** that the Board of Education upon recommendation of the Superintendent of Schools approve the following days without pay:

1. Emp. #5491, May 9 and 10, 2022, without pay.

Z. [6th Period Stipends](#)

**RESOLVED** that the Board of Education approve the 6th Period Stipend lists as attached:

1. [High School](#)
2. [Jr. High School](#)

AA. [Toileting Stipends - Qtr. 3](#)

**RESOLVED** that the Board of Education approve the 3rd quarter toileting stipends as attached.

BB. [JHS New Student Transition Program Position](#)

**RESOLVED** that the Board of Education approve the following positions for the Jr. High New Student Transition Program. These positions are paid for through the ESSER II grant.

NAME	POSITION	STIPEND
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Margaret Brady	Program Facilitator	\$1,500
Patricia Colman	Program Facilitator	\$1,500

CC. Freshman Transition Program Position

**RESOLVED** that the Board of Education approve the following positions for the Freshman Transition Program. This position paid for through the ESSER II grant.

NAME	POSITION	STIPEND
Sara Abbatiello	Program Coordinator	\$2,000

DD. Field Placements

**RESOLVED** that the Board of Education approve the following field placements for the 2022/2023 school year as indicated.

NAME	UNIVERSITY/DATE	PLACEMENT
Steven Bogart	Stockton University	HS History
	Fall 2022 - Clinical 1	James Becker
Alex Konopka	Kean University	HS History
	Fall 2022 - Clinical I	Justin Caravano
	Spring 2023 - Clinical II	
Lauren Mendez	Kean University	HS PE
	Fall 2022 - Clinical II	Joanne Sofield
Drew Wilgus	Stockton University	HS Science
	Fall 2022 - Clinical I	Zachary Goodwin

EE. Fall 2022/2023 Coaching Staff

**RESOLVED** that the Board of Education approve the Fall 2022/2023 coaching staff as attached.

## 12. OPERATIONS

A. Obsolete Equipment

**RESOLVED** that the Board of Education approve the disposal/sale of obsolete equipment as per the attached list.

B. PRSD Indoor Air Quality Plan SY 2022/2023

**RESOLVED** that the Board of Education approve the annual PRSD Indoor Air Quality Plan for SY ending June 30, 2023 as attached.

C. PRSD Hazardous Communication Plan SY 2022/2023

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**RESOLVED** that the Board of Education approve the annual PRSD Hazardous Communication Plan for SY ending June 30, 2023 as attached.

D. [Lead Testing Statement of Assurance](#)

**RESOLVED** that the Board of Education approve the annual testing for lead in school drinking water Statement of Assurance for SY 2021/2022 as attached.

E. [Transportation Handbook](#)

Motion to approve Transportation Handbook for the fiscal year ending June 30, 2022 as attached.

F. [Transportation Bid Specifications](#)

**RESOLVED**, in accordance with N.J.A.C. 6A:27-9.2(c), the Board of Education of the Pinelands Regional School District authorizes the Business Administrator to prepare, advertise, and submit to the Executive County Superintendent for approval the necessary bid specifications to meet student transportation needs throughout the fiscal year ending June 30, 2023.

### 13. REPORT OF BOARD SECRETARY/BUSINESS ADMINISTRATOR

A. **RESOLVED** that the Board of Education approve all bills and claims for May 2022, which are presented for approval. ([Attachment 13-A](#))([Attachment 13-A1](#))

B. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments as per attachments. ([Attachment 13-B](#))

C. **RESOLVED** that the Board of Education approve the Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of March 31, 2022, no major budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Pinelands Regional School District Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1. In accordance with N.J.A.C. 6A:23A-16.10 (c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of March. ([Attachment 13-C](#))

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

D. **RESOLVED** that the Board of Education approve the Board of Education's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c)4, the Pinelands Regional School District Board of Education certifies that as of March 31, 2022, and after review of the secretary's monthly financial report appropriations section as presented, and upon consultation with appropriate district officials, that to the best of the Board's knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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- E. **RESOLVED** that the Board of Education to acknowledge receipt of the Treasurer's report and the Board Secretary's report which are in agreement for the period ending March 31, 2022. ([Attachment 13-E](#))

- F. **RESOLVED** that the Board of Education approve the payroll as follows:
- [April 15, 2022](#) = \$862,693.10
  - [April 29, 2022](#) = \$934,688.28
- Gross pay includes gross pay, employer share of FICA and Medicare.

- G. Travel/Training  
Motion to approve the following travel/training expenses:

	<u>Date</u>	<u>Name</u>	<u>Position</u>	<u>Workshop</u>	<u>Cost</u>
a.	8/17/2022	Dr. Kim Clark	Admin.	SRI & ETTC - Making the Mentoring Process More Meaningful	\$0
b.	5/9/2022	Sara Wolfe	LDTC	Off-site Evaluations and Meetings	\$500.00
c.	6/10/2022	Maureen Neuner	JAGS Coordinator	JAG Team Meeting	\$0

- H. Contracts/Agreements
1. Interlocal Agreement - Consolidated Food Service Management Agreement  
Motion to approve the Renewal of the Consolidated Food Service Management Agreement between Pinelands Regional Board of Education and Little Egg Harbor Township Board of Education for the 2022-2023 school year.
  2. **RESOLVED** that the Board of Education approve the following Shared Service Agreements with Little Egg Harbor Board of Education:
    - a. [Physical Therapy Services](#)
    - b. [School Library Media Specialist](#)
  3. **RESOLVED** that the Board of Education approve the following contract between the Pinelands Regional School District and Stockton University for the 2022-2023 school year. ([Attachment H-3](#))

- I. Monmouth Ocean Counties Shared Services Insurance Fund  
**WHEREAS**, the New Jersey School Boards Insurance Act, Assembly 1373, enacted and signed by the Governor in 1983, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and,

**WHEREAS**, the Board of Education of the Pinelands Regional School District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

**WHEREAS**, the Board of Education of the Pinelands Regional School District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey; and,

**WHEREAS**, the New Jersey School Boards Association Insurance Group and its bylaws

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provide a basis for securing this protection for member districts.

***NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE PINELANDS REGIONAL SCHOOL DISTRICT*** joins with other school districts in organizing and becoming members of the Sub fund of the New Jersey Schools Boards Association Insurance Group (Monmouth Ocean Counties Shared Services Insurance Fund); and, THAT, by adoption and signing of this resolution the Board of Education is hereby joining the Sub fund of the New Jersey School Boards Association Insurance Group (Monmouth Ocean Counties Shared Services Insurance Fund) for the fiscal year ending June 30, 2023 and in cooperation with the existing sub fund for NJSBAIG by laws and plan of risk management, and for the duration of three consecutive years for the following coverage: ***WORKERS' COMPENSATION***

J. Donations

***RESOLVED*** that the Board of Education accept donation(s) as follows:

<u>From</u>	<u>Purpose</u>	<u>Amount</u>
Moptop Inc. and Gaten Matarazzo	New Sound System for Pinelands Regional High School	\$90,699.44

K. ***RESOLVED*** that the Board of Education approve the School Lunch Pricing for the 2022-2023 School Year:

2022-2023 School Lunch Price					
	Milk	Breakfast	Lunch	Adult Breakfast	Adult Lunch
Little Egg Harbor School District	\$0.65	\$1.40	\$3.00	\$3.00	\$4.50
Tuckerton Elementary School	\$0.65	\$1.40	\$3.00	\$3.00	\$4.50
Eagleswood Elementary School	\$0.65	\$1.40	\$3.00	\$3.00	\$4.50
Pinelands Regional School District	\$0.65	\$1.75	\$3.50	\$3.00	\$4.50

L. Safety Grant

The Pinelands Regional Board of Education hereby approves the submission of the grant application for the 2022 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Sub fund for the purposes described in the application, in the amount of \$8,405.00. (Attachment [L1](#) & [L2](#))

## 14. INFORMATIONAL ITEMS

- A. Curriculum Quote for Houghton Mifflin Harcourt for the 2022-2023 school year; year 2 of 3 renewal. ([Attachment 14A](#), [Attachment 14B](#), [Attachment 14C](#))

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B. Quote for [Apptegy for 2022-2023 school year renewal](#)

### **15. RESIDENTS' FORUM - GENERAL TOPICS**

Board Policy #0167 encourages community participation in every meeting. However the Board requests that the public respect a reasonable time limit when commenting on any topic.

### **16. BOARD FORUM**

### **17. ADJOURNMENT**

### **18. MEETING SCHEDULE**

- Regular Meeting (5:30 PM Executive Session / 6:00 PM Regular Session) - June 13, 2022